

SPECIAL MEETING – MANSFIELD TOWN COUNCIL  
FINANCIAL & BUDGET OVERVIEW  
February 6, 2016

Mayor Paul Shapiro called the special meeting of the Mansfield Town Council to order at 9:00 a.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Kegler, Kochenburger, Marcellino, Moran, Raymond, Ryan, Sargent, Shaiken, Shapiro

Staff Present: Town Manager Matt Hart, Director of Finance Cherie Trahan, Assistant Town Manager Maria Capriola, Director of Parks and Recreation Curt Vincente, Director of Public Works John Carrington, Director of Facilities Allen Corson, Director of Human Services Patricia Schneider, Library Director Leslie McDonough and Graduate Student Interns Emily Wilson and Kevin Filchak

II. NEW BUSINESS

1. Organization of the Budget

Town Manager Matt Hart explained the fund budgets and the various types of funds used by the Town.

2. Revenue and Expenditure Projections – FY 2015/2016

The Director of Finance outlined the key features of the preliminary revenues and expenditures for the current fiscal year.

3. Early Revenue Projections - FY 2016/2017

a. Preliminary October 1, 2015 Grand List

Ms. Trahan reviewed early projections for the grand list noting the changes in the list of top tax payers.

b. Major State Grants Analysis

Mr. Hart explained the recent PILOT legislation and its implications for the Town.

The Mayor suspended the meeting for a short break and resumed the meeting at 10:12 p.m.

4. Early Expenditures Projection – FY 2016/2017

a. Town Manager's Budget – Objectives & Cost Drivers

Mr. Hart reviewed the budget objectives and the cost drivers which will help determine the budget he will propose to the Council.

b. Mansfield Board of Education Budget Data (Superintendent's Proposed)

Ms. Trahan briefly outlined the highlights of the Superintendent's proposed Board of Education Budget. The Board will begin deliberations on this budget at their next meeting.

c. Regional School District 19 Budget Data (Superintendent's Proposed)

Ms. Trahan commented that the Superintendent is still finalizing his proposal to the Regional Board of Education. The Council requested the EOSmith Building Committee be asked to attend a future Council meeting.

5. Capital Improvement Program (CIP)  
Mr. Hart briefly described the capital improvement program and the “pay as you go” approach used by the Town.
6. Review of Core Services  
The Assistant Town Manager explained that the purpose of this document is to indicate which departmental services are required by federal law, state law, ordinance, charter, contract or policy.
7. Major Projects and Initiatives  
The Town Manager commented on the major projects and initiatives which are based on his annual goals as approved by the Council.
8. Budget Calendar – Next Steps  
The Town Manager’s budget is expected to be presented on March 28, 2016 with adoption scheduled for the end of April. A calendar will be distributed soon.

III. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

No comments offered.

IV. ADJOURNMENT

Mr. Shaiken moved and Mr. Ryan seconded to adjourn the meeting at 11:44 a.m.  
Motion passed unanimously.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk